

ARTS EDUCATION FUND ARTS EXCURSION GUIDELINES

Visiting a museum or culture center, attending a live performance, listening to an author read – or participating in any other cultural activity – are experiences all young people should have. Towards that end, the Rasmuson Foundation has created a grant program for Alaskan schools, both public and private, to assist with the cost of transportation and related admission fees for students to visit arts and cultural venues, or attend arts and cultural events.

Grant funds may be used for both transportation and admission fees for K-12 students to visit definable arts and cultural venues (museums, culture centers, theaters, galleries, etc.) or to attend activities and events (performances, exhibits, readings, etc.). Excursions should include educational opportunities such as docent-led tours and/or post-performance discussions to ensure the activity contributes to the knowledge and understanding of participating students and be linked to the Department of Education and Early Development (DEED) Alaska Content Standards for Arts.

This program is administered by the Alaska State Council on the Arts (ASCA).

Grant Overview

Arts Excursion grants are awarded to schools or school districts to help fund transportation and associated admission costs (if applicable) for students to attend definable arts or cultural institutions, events, and programs within the State of Alaska. Schools and school districts may apply for funds to support one or more activities scheduled during a school year. Individual teachers should not apply separately, but coordinate with their school or school district. Only one grant will be awarded to a school or school district in a given school year.

Eligibility

The applicant must be an Alaskan public school or school district, or a nonprofit private school serving K-12 students. School districts may submit applications for schools within their jurisdiction, but should contact the Alaska State Council on the Arts prior to applying. Individual grant applications are required for each school. Organizations other than schools and school districts are not eligible to apply.

Grant Amount

Grants up to \$600 are available to non-Title I schools; up to \$1,000 to Title I schools. The requested amount must be based on the anticipated cost of transportation and admission when applicable, to one or more proposed excursion(s).

Use of Grant Funds

Grants may only be used for transportation costs and student admission costs for arts and cultural activities within the State of Alaska and cannot be used for meals or other expenses.

In the case of activities where students may be served by ground transportation, proposals should attempt to maximize the number of students that can be served by a bus or van.

In the case of activities where students must be served by alternative transportation such as ferry or plane, which will likely cost more than the grant award, applicants may use an excursion grant towards the total cost of transportation.

Selection Criteria

To be considered, an application must be complete, accurate and signed by the school principal or district administrator.

Checklist:

- Application is submitted with original signatures
- All narrative questions have been answered.
- Planned event must be a definable arts or cultural facility, activity or event
- Number of students served must be included.
- Activity must be related to Alaska State Arts Content Standards. (Find content standards at: <http://www.eed.state.ak.us/ContentStandards/Arts.html>)

Deadline

Applications must be postmarked at least 30 days prior to the beginning date of the proposed activity.

Applications are reviewed on a first-come, first-served basis until all funds have been awarded. If it is late in the school year, please call ASCA to ensure availability of funds prior to applying.

Limitations

Arts Excursion grants are limited to one grant per school per school year. Prior to applying, please check with other teachers in your school to consolidate requests. If a school/district is awarded an Arts Excursion grant, it is responsible for spending and accounting for the total amount of the award. Schools/districts are not eligible to apply for a new Arts Excursion grant until all funds from the prior grant are fully expended and a final report is submitted.

Reporting Requirements

Funds are dispersed upon receipt by the Alaska State Council on the Arts (ASCA) of a signed grant award letter. A completed final report is due 30 days after the activity is complete or in the case of multiple activities, the last activity has occurred. The report must include a breakdown of funds spent on transportation and admission for each activity. Schools or school districts failing to submit a completed final report to ASCA will be excluded from receiving another grant for two school years immediately following the year of the grant award.

How to Apply

Submit a complete application form. You may submit an application at any time, but no later than 30 days prior to the first scheduled excursion to:

AIE Program
Alaska State Council on the Arts
411 West 4th Avenue, Suite 1E
Anchorage, AK 99501

Faxed or E-mailed applications are not accepted. Additional information and/or technical assistance is available from the Alaska State Council on the Arts, Arts in Education program, at (907) 269-6682 or toll-free in Alaska at 1-888-278-7424.

Award Notification

Successful applicants will be notified of a grant award within two weeks of receipt of a completed and timely application. If an award is received, the grantee is responsible for complying with grant conditions as outlined in the grant award letter. This includes reading and signing the grant award letter as well as returning the letter with an original signature. Grant payment will be made only AFTER the completed and signed grant award letter has been received by the Alaska State Council on the Arts.

It is important to remember that schools or districts failing to submit a completed final report will be excluded from receiving for another Arts Excursion grant for two school years immediately following the year of the grant award.